

**CITY OF MENASHA**  
**Administration Committee**  
**140 Main Street, 3rd Floor Council Chambers**  
October 15, 2007

**MINUTES**

 + [Back](#)  [Print](#)

**1. CALL TO ORDER**

Meeting Called to Order by Chairman Wisneski at 6:00 p.m.

**2. ROLL CALL/EXCUSED ABSENCES**

**A. [Roll Call](#)**

PRESENT: Ald. Hendricks, Eckstein, Chase, Merkes, Taylor , Wisneski, Pack.

EXCUSED: Ald. Michalkiewicz

ALSO PRESENT: Mayor Laux, CA/HRD Brandt, Lt. Bouchard, DPW Radtke, CDD Keil,

C/T Stoffel, PHD Nett, Clerk Galeazzi, and the Press.

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. [Administration Committee Minutes, 10/1/07](#)**

Moved by Alderman Pack, seconded by Alderman Hendricks to approve minutes.

Motion Carried on voice vote

Results:

**4. DISCUSSION**

**A. [Agreement for Administrative Services with Marshall and Ilsley Trust Company, Jan. 1, 2008 - Dec. 31, 2009, and authorize signature.](#)**

CA/HRD Brandt explained this is the same contract as in previous years. Employees have until March 31 of the next year to use all the funds in their Section 125 Cafeteria Plan. Personnel Dept. monitors the accounts and notifies employees that have a large sum in their account at the end of the year.

**B. [State of Wisconsin Dept. of Natural Resources Asbestos Compliance Inspection Contract Agreement, July 1, 2007 - June 30, 2008, and authorize signature](#)**

No Questions or Discussion.

**C. [Joint Powers Agreement, Winnebago County 911 Emergency System, Dec. 1, 2007 - Nov. 30, 2008, and authorize signature](#)**

Lt. Bouchard reported agreement is the same as previous years. This agreement provides 911 System Service

county-wide. If requested, officers will assist agencies outside their jurisdiction as stated in the Mutual Aid Agreements.

**D. License: Class A application of Kwik Trip, Inc., Michelle Wucki, Agent, for the premises at 1870 Highway 10/114, for the 2007-2008 licensing year.**

CDD Keil reported the Plan Commission had questions on the canopy lighting at the Kwik Trip station. This has no impact on the issuance of the liquor license.

**E. Approval of Declaration of Official Intent to Advance Funds, Lake Park Villas Storm Water Retention Pond.**

C/T Stoffel explained the cost of the Lake Park Villas storm water retention pond will be included in borrowing with other projects in 2008. This is to authorize the advance now to complete the project in 2007.

DPW Radtke explained the Development Agreement with Silver Birch Investments, LLC requires that the City construct a regional storm water retention pond in 2007.

**F. Accounts payable and payroll for 10/4/07 - 10/11/07 in the amount of \$564,264.89**

Ck. #14313-Extended Stay America- \$2,233.73 – relocation expends for participates of CDBG Program.

Ck. #14347-Monica Rasmussen-\$275.00 – payment of Claim Against the City, damage to property by City employee.

Ck. # 14365-Abbey Press-\$220.32 – pamphlets and referral resources for Victim Crisis Responder program.

Ck. #14381-DWD-UI-\$424.71 – unemployment compensation for previous assessor.

## **5. ADJOURNMENT**

**A. Adjournment**

Moved by Alderman Taylor, seconded by Alderman Pack to adjourn at 6:15 p.m.

Motion      Carried on voice vote  
Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk